

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES EMPLOYMENT OPPORTUNITY

This Agency is charged with ensuring proper **MEDICAID** services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

FEDERAL FINANCE ANALYST SENIOR

Role Title: Financial Services Specialist II

Position #00320

Pay Band 5 Hiring Range: \$43,892 - \$73,000

Closing Date: August 21, 2017

Excellent opportunity to join the Federal Finance unit within the Budget Division. This position is responsible for various financial activities affecting federal funding for Medicaid, the Children's Health Insurance Program (CHIP), and other state health care programs. The incumbent is responsible for overseeing the application of federal regulations and collaborating with internal and external staff on decisions affecting federal funding, and performing in-depth financial analysis to ensure the effective development, submission, implementation, and operation of the agency's requests for regular, enhanced, and conditional funding. Qualified candidates must demonstrate strong analytical skills including the ability to analyze historical trends and manipulate data contained in financial systems into clear, concise reports. Requires knowledge of public sector policy development and budgeting practices. Requires strong database, spreadsheet, and word processing skills. Must have strong process management and organizational skills and be able to manage multiple projects while adhering to established timeframes with minimal direction. Requires ability to work well both independently and with others, and adapt to a work environment where priorities and instructions frequently change. Experience within the health care/medical/ insurance industries is a plus. Bachelor's degree with major coursework in accounting, finance, economics, public administration or related field preferred; advanced degree strongly preferred.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the RMS **by 11:59 p.m.** on the referenced closing date. Faxed, emailed, or hand delivered applications or resumes will not be accepted and resumes will not substitute for a complete state application. Applications must include complete work history, including periods of unemployment if applicable. Consideration for an interview is based solely on the information within the application.

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <https://virginiajobs.peopleadmin.com/>

DMAS: http://www.dmas.virginia.gov/Content_pgs/ab-emp.aspx

Applicants who require accommodation to apply for Agency openings should contact the DMAS receptionist for assistance.

EEO/AA/ADA